

CONTRACT REVIEW SHEET

Person Sending: <u>Billy Wasson</u>	Department Name: <u>Support Services</u>
Date Sent: <u>6-4-99</u>	

The attached: (CIRCLE ONE)
 Contract Amendment # 6 Grant Lease Approved at Board Session
 Date: 6/23/99
Patricia Miller
 Chairman

INCOMING FUNDS? YES NO (CIRCLE ONE)
 If incoming funds you must attach a Revenue Management Sheet

Contractors Name: <u>Arbuckle Costie</u>	
Date From:	Date To:
Amount of Contract or Amendment: <u>\$ 4,510.00</u>	
If an Amendment, New Contract Total = \$n/a	
Certificates of Insurance Attached:	Liability (circle one) Yes No
	Workers Comp (circle one) Yes No
	If no insurance attached, why not? <u>on file</u>
Process taken to select contractor: Verbal quote: _____ Written quote: _____ RFP: _____ Competitive Bid: _____ Renewal: _____ (Attach copy for reference) Description of Contract Services: <u>additional services for implementation of county's access control system for Courthouse Square project.</u>	

For Risk Management Use	
Date Risk Received: <u>6-4-99</u>	Date Scheduled on BOC Agenda <u>Consent 6/23/99</u>
Authorization for Health Administration to sign on behalf of BOC: yes <u>no</u>	Additional Comments: _____ _____ _____
Staff Review Signatures: <u>Peggy Mitchell</u> <u>6-11-99</u> Risk Management date Legal Counsel <u>16 June 1999</u> date	

Date: _____
 Returned to Department/ _____ for _____ signatures. _____ Copy to Fiscal Services _____

May 27, 1999

Billy Wasson
Marion County Annex
3150 Lancaster Drive NE
Salem, Oregon 97305-1398

RE: Implementation of Access Control System
Courthouse Square
Project No. 9828



Kim Arbuckle, AIA
Alan E. Costic, AIA
Walter E. Bensman, Jr., AIA
Clayton Vorse, AIA
Mark M. Foster, AIA
Leonard Lodder, AIA
Richard S. Rothweiler, AIA

ARBUCKLE COSTIC ARCHITECTS, INC.

363 State Street
Salem, OR 97301-3533
503/581-4114 Fax: 503/581-3655
E-Mail: acarch@open.org

Dear Billy:

Per our discussion during our meeting on Wednesday, May 26, 1999, we are pleased to offer consulting services for the implementation of Marion County's Access Control System for the Courthouse Square Office Building. We will retain the services of Interface Engineering to prepare a performance specification defining the Contractor's scope of work for installation of the Access Control System. The specification will define the parameters of the existing system around which the Contractor's design shall be based. As discussed in the meeting, the existing system in the County Courthouse will be expanded to serve the new building.

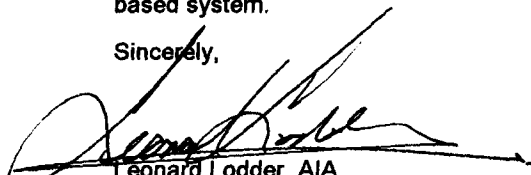
Our fee for this service will be:

Performance Specification	\$2,000
Construction Administration:	
Review Contractor's Shop Drawings	600
Review Contractor's Installation During Construction	400
Witness Testing of the System after Installation	600
Architect's Coordination, Meetings, and Documentation	<u>500</u>
Subtotal	\$4,100
Overhead and Profit, 10%	<u>410</u>
Total Architect/Engineer's Fee	\$4,510

Reimbursables (printing, faxing, etc.) are not included in the above fee and will be billed in addition to this fee.

We look forward to being of assistance to you in this matter and will send a separate proposal for the development of a CCTV based system.

Sincerely,



Leonard Lodder, AIA
Architect

LL:mh

cc: John Whittington, Salem Area Mass Transit
Craig Lewis, Melvin Mark Development Company

9828.1A

TO: ARBUCKLE COSTIC ARCHITECTS, INC.

We have read the above letter and agree to the terms stated herein. Arbuckle Costic Architects will submit monthly invoices for work completed. Payments are due and payable within twenty (20) days from the date of invoice. Amounts unpaid after thirty (30) days shall bear interest at the legal rate prevailing from time to time at the principal place of business of Arbuckle Costic Architects.



Billy Wasson, Marion County

6/3/99
Date



John Whittington, Salem Area Mass Transit

6/3/99
Date